

**Special Services Area #42 RFP ONE-Year Contract
Period: January 1, 2017 to December 31, 2017**

Request For Proposals (RFP) Security Services

Two hard copy proposals are due no later than 5:00 pm Monday, November 14th, 2016 at the South Shore Chamber Economic Development, Inc. Office, 1750 E. 71st St. Chicago, IL 60649 and one electronic copy via email to ttrice@southshorechamberinc.org. For all questions contact Tonya Trice, SSA #42 Program Manager (773) 955-9508.

SSA#42 is issuing this RFP to secure a contractor for the provision of Armed Security Services for the SSA#42 commercial corridor area along Stony Island Ave. (67th St.-79th St. on the west side of the street, from 67th St. to 73rd St. on the east side of the street and also including north and south sides of 71st street from Kimbark Ave to South Shore Drive/Exchange /Yates Ave.).

This is a tailored RFP adjusted to the patterns of the 71st/Stony Island Corridor needs that have been assessed. Armed 3rd District Chicago Police officers are requested. During the months of January through April officers are requested from 4pm-10pm Thursday-Saturday. During the months of May through September hours are 4pm-10pm Thursdays-Saturday; Lastly, during the months of October through December officers will again be requested from 4pm-10pm Thursday-Saturday. Holidays that fall on days of work (Thursdays-Saturday) will be full six-hour shifts from 4pm-10pm.

Contractor should provide cost for the year: 2017

Basic Requirements

1. The contractor will comply with all applicable federal, state, and city ordinances (listed below) in performing services required under this proposal.
2. The contractor is to be in compliance with ALL City of Chicago requirements for Subcontractors including certificates, business licenses and insurance (See exhibit 5)

Security Activities and Guidelines:

1. The Contractor will provide four (4) Armed 3rd District Chicago Police Officers 3 days a week, 6 hours a day to patrol and provide security for the map area.
2. Preference of employment for 3rd District Chicago Police Officers who are familiar with the community. Contractor must pay union wages.
3. The contractor is to meet with the 3rd District police and attend Comp/Stats, CAPS/ Beat meetings overlapping the SSA #42 area. Contractor is to collaborate and meet with SSA #42 Program Manager on a weekly basis.
4. The contractor will provide mobile and foot patrol with technological communications between officers.

5. The contractor will ensure that while all businesses are closing that safety is provided and respond to all suspicious activity, alarms, emergency situations and all business needs
6. The contractor and employees will address all business owners, employees, and community residents in a professional manner at all times.
7. The contractor via its officers is to have regular contact with each and every business in the SSA #42 area and SSA Program Manager.
8. The contractor must provide weekly and monthly patrol updates to the Program Manager. These reports should include at a minimum, the name of businesses visited, contact person and telephone number, date and time of the visit, any criminal activity, police response and any follow up which occurred.
9. The contractor will provide off-duty police officers, who will be armed and empowered to affect an arrest as needed. Each officer on duty will have radio communication and/or telephone communication with each other.
10. The contractor will provide identifiable uniforms for the officers with SSA #42 embossed on them. These uniforms are to be clean and professional in appearance.
11. The contractor shall furnish and maintain uniform/professional attire for all staff.
12. The contractor shall provide security services Thursday-Saturday as determined by the SSA.
13. The contractor will provide a 24 hour emergency contact number for businesses in the case of an emergency, including a contact person.
14. The contractor must pay union wages.
15. The contractor will provide an insured vehicle with at least \$1,000,000 (one million dollars) in coverage (per Chicago municipal code) for use by the officers to patrol the map area. The vehicle is to be clearly marked on both sides identifying it as the security patrol vehicle for the SSA #42.

Security Evaluation, Reports, and Conflict Resolution Procedures:

1. The Program Manager will follow-up with Business owners to ensure safety needs are being met.
2. The Program Manager will document all incidents and complaints.
3. In the event of any discrepancy, the Program Manager will first give a verbal warning of first incident of poor performance, written warning of second incident, and third incident may cause contract review and possible termination.
4. Contractor will be subject to quarterly evaluations by SSA Program Manager and SSA #42 Commissioners.
5. The contractor must provide weekly and monthly patrol updates to the Program Manager. These reports should include at a minimum, the name of businesses visited, contact person and telephone number, date and time of the visit, any criminal activity, police response and any follow up which occurred.

Holidays: If a Major/Federal Holiday (Memorial Day, July 4th, Labor Day, Thanksgiving, or Christmas) occurs during the scheduled work period, Security Services are to be provided.

EXHIBIT 5

Security Firm Insurance Provisions

Contract Insurance Requirements

The Security Firm must provide and maintain at Security Firm's own expense, until Contract completion and during the time period following expiration if Security Firm is required to return and perform any additional work, the insurance coverages and requirements specified below, insuring all operations related to the Contract.

A. INSURANCE TO BE PROVIDED

1) Workers Compensation and Employers Liability Workers Compensation Insurance, as prescribed by applicable law covering all employees who are to provide work under this Contract and Employers Liability coverage with limits of not less than \$500,000 each accident, illness or disease.

2) Commercial General Liability (Primary and Umbrella)

Commercial General Liability Insurance or equivalent with limits of not less than \$1,000,000 per occurrence for bodily injury, personal injury, and property damage liability. Coverage must include the following: All premises and operations, products/completed operations, separation of insured, defense, and contractual liability (with no limitation endorsement). The SSAC, the City of Chicago and the Contractor are to be named as additional insureds on a primary, non-contributory basis for any liability arising directly or indirectly from the work.

3) Automobile Liability (Primary and Umbrella)

When any motor vehicles (owned, non-owned and hired) are used in connection with work to be performed, the Security Firm must provide Automobile Liability Insurance with limits of not less than \$1,000,000 per occurrence for bodily injury and property damage. The SSAC, the City of Chicago and the Contractor are to be named as additional insureds on a primary, non-contributory basis for any liability arising directly or indirectly from the work.

4) Professional Liability

Professional Liability Insurance covering acts, errors, or omissions must be maintained by the Security Firm with limits of not less than \$1,000,000 (one million dollars). Coverage must include contractual liability. When policies are renewed or replaced, the policy retroactive date must coincide with, or precede, start of work on the Contract. A claims-made policy which is not renewed or replaced must have an extended reporting period of two (2) years.

B. ADDITIONAL REQUIREMENTS

The Security Firm must furnish the Contractor original Certificates of Insurance, or such similar evidence, to be in force on the date of this Contract, and Renewal Certificates of Insurance, or such similar evidence, if the coverages have an expiration or renewal date occurring during the term of this Contract. The Security Firm must submit evidence of insurance prior to Contract award. The receipt of any certificate does not constitute agreement by the Contractor that the insurance requirements in the Contract have been fully met or that the insurance policies indicated on the certificate are in compliance with all Contract requirements. The failure of the Contractor to obtain certificates or other insurance evidence from Security Firm is not a waiver by the Contractor of any requirements for the Security Firm to obtain and maintain the specified coverages. The

Security Firm must advise all insurers of the Contract provisions regarding insurance. Non-conforming insurance does not relieve Security Firm of the obligation to provide insurance as specified herein.

Non-fulfillment of the insurance conditions may constitute a violation of the Contract, and the Contractor retains the right to stop work until proper evidence of insurance is provided, or the Contract may be terminated. The insurance must provide for 60 days prior written notice to be given to the Contractor in the event coverage is substantially changed, canceled, or non-renewed. Any deductibles or self insured retentions on referenced insurance coverage must be borne by Security Firm. Security Firm hereby waives and agrees to require their insurers to waive their rights of subrogation against the Contractor and the City of Chicago, its employees, elected officials, agents, or representatives. The coverage and limits furnished by Security Firm in no way limit the Security Firm's liabilities and responsibilities specified within the Contract or by law. Any insurance or self insurance programs maintained by the Contractor do not contribute with insurance provided by the Security Firm under the Contract. The required insurance to be carried is not limited by any limitations expressed in the indemnification language in this Contract or any limitation placed on the indemnity in this Contract given as a matter of law.

If Security Firm is a joint venture or a limited liability company the insurance policies must name the joint venture or limited liability Company as a named insured. The Security Firm must require all subcontractors to provide the insurance required herein, or Security Firm may provide the coverage for subcontractors. All subcontractors are subject to the same insurance requirements of Security Firm unless otherwise specified in this Contract. If Security Firm or subcontractors desires additional coverage, the party desiring the additional coverage is responsible for the acquisition and cost. The City of Chicago Risk Management Department maintains the rights to modify, delete, alter or change these requirements.